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REGULAR CITY COUNCIL MEETING

JULY 2, 1984

PRESENT

Grant S. Nielson	Mayor
Craig Greathouse	Council Member
Ruth Hansen	Council Member
Don Dafoe	Council Member

ABSENT

Kjell Jenkins	Council Member
Neil Dutson	Council Member

OTHERS PRESENT

Jim Allan	City Manager
Warren Peterson	City Attorney
Dorothy Jeffery	City Recorder
Ray Valdez	City Building Inspector
Greg Cooper	City Chief of Police
Doyle Bender	City Treasurer
Bryce Ashby	City Fire Chief
Neil Forster	Public Works Director
Leah Kauwe	City Resident
Jim Fletcher	KNAK Radio

There were others present at the meeting who did not sign the roster.

Mayor Nielson called the meeting to order at 7:00 p.m. and stated that notice of the time, place and agenda of the meeting had been posted at the principal office of the governing body and had been provided to the Millard County Chronicle, the Millard County Gazette and the local radio station, KNAK, and to each member of the governing body by personal delivery of copies of the notice and agenda two days prior to the meeting.

Mayor Nielson stated the first item on the agenda was a public hearing on adoption of the 1984-85 fiscal year budget and consideration of adopting the budget. He then turned the time over to the City Manager Jim Allan to present a summary of the proposed budget.

Mr. Allan presented each of the Council members with a copy of the proposed budget for their review and consideration for adoption. The budget items discussed during Mr. Allan's presentation were as follows:

The first item discussed was general fund line item 7100, providing for payback to Millard County of sales taxes in the amount of \$24,009.

The total expenditures in the budget as amended is for \$1,708,359. This figure corresponds with the total revenues.

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There was an adjustment on line item 4100, mayor and city council budget, in the amount of \$3,300 more than first indicated. The reason for this adjustment was when the object account summary program sheets were reviewed, it was found that the park area the amended budget was for \$151,345, when in fact the amount requested was \$130,526, so part of the adjustment was attributed to item 4100.

Line item 5100 was adjusted from \$103,645 to \$125,850 to fund payment of the general obligation bond on the Delta Municipal Building instead of paying rent for the City Offices.

Mr. Allan explained that the general property tax revenue projection was based on the present assessed valuation, plus a 6% increase, then included the delinquent taxes. He then used 92% of that total figure as taxes actually paid because it is a more realistic figure for the collection of property tax based on past collection rates. He explained that the estimate was used because Millard County had not completed the assessment process for 1984.

Council Member Don Dafoe asked for explanation of the item showing \$16,000 for the sale of fixed assets. Mr. Allan explained it was for the settlement the City expects to receive on the BCI computer when it is returned.

Council Member Dutson asked where the monies for such items as the contribution to the Chamber of Commerce for the sign project comes from. Mr. Allan explained that such contributions previously discussed by the City Council have been budgeted into the City Council budget.

Council Member Dafoe asked Mr. Allan how much reserve the City had from the previous year. Mr. Allan explained that last year City Manager Vance Bishop set up a restricted emergency reserve fund of approximately \$86,000. He further explained that this particular restricted reserve fund, according to Utah Statute, requires that the City can draw on this money only when certain defined emergencies arise such as earthquakes, flood, or fire that devastates large portions of the City which require emergency funds. Establishing that fund has created some problems that surfaced during the audit. The auditor identified a shortfall of approximately \$46,000 in the general fund caused by establishment of that fund. Mr. Allan explained it may have been better to have established an unrestricted reserve rather than a restricted reserve fund, or to have put the monies in a capital fund for the improvements of given items. Mr. Allan said that was done with the amendment he prepared to the 1983-84 budgets by establishing a capital reserve fund for road improvements and drainage projects within the city.

Mr. Allan then asked Attorney Peterson to explain to the Council under what conditions may the City use the restricted emergency reserve fund. Attorney Peterson told the Council that under the Utah Statutes, Utah Fiscal Procedures Act those funds would become available only when there is a legitimate emergency arising from one or more of the events described in the statute.

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Council Member Dafoe asked if the fund could be dissolved. Attorney Peterson explained that because of the way the ordinance creating the fund was written, the monies are restricted such that they should be disregarded for budgetary purposes except as emergency funds. The fund cannot be dissolved, he said. Mr. Dafoe asked why the ordinance had been written in such a way. Mr. Peterson replied that he had not been consulted on the preparation of the ordinance and was therefore unable to offer any explanation.

Mr. Allan asked Attorney Peterson if the City has a shortfall, could the monies be used for any expenditure in the general fund. Attorney Peterson explained the ordinance creating the emergency fund was very specific as to what it could be used for and in that it referred very specifically to the emergency fund sections of the Utah code and once the fund was created, those monies could only be used for the purposes there specified and not for general fund purposes.

Attorney Peterson further stated he felt the interest earned from this fund could be used in the general fund.

Council Member Craig Greathouse questioned the need for a word processor for the Recorder's Department and the need for the police van requested by the Police Department. Both items were in the proposed budget.

City Manager Jim Allan asked the Recorder to explain to the Council her request for the letter quality word processor. City Recorder Dorothy Jeffery explained the main need for a word processor was for the permanent records that the city recorder is required to keep, such as the resolutions, ordinances, planning and zoning minutes, and city council minutes. These documents are all placed in books for permanent records for the duration of Delta City. She said the word processor would save time and personnel costs in the preparation of such documents as minutes and agendas for meetings and would save in retyping minutes and ordinances into the permanent record books.

Attorney Peterson told the Council that by law the recorder is required to place all of the ordinances and resolutions adopted by the Council into permanent ordinance and resolution books in the same sequence as adopted. At the present time all of these documents are being retyped by the recorder's office, where if the City had a word processor, the recorder could take the magnetic disk from his office on which the ordinance or other documents were typed when prepared and use that disk to print the necessary permanent records. This would save a great deal of time and reduce the possibility of typographical errors when the document is being retyped. Also, he said, a word processor is a great tool for developing a forms library that could be used by the City.

Council Member Craig Greathouse stated he felt the City should purchase an overall word processor as part of the main computer so that everyone would have access to the word processor rather than purchase a separate system for the Recorder's Department. City Recorder Dorothy Jeffery asked if the unit Council Member Greathouse was speaking of was of letter quality. Council

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Member Greathouse stated it was a dot matrix print and he felt that was acceptable for the permanent records. City Recorder Dorothy Jeffery stated she disagreed very strongly with dot matrix print for the permanent records that would be the history of Delta City.

Police Chief Greg Cooper explained that the police van was a multi-purpose van, which could be used for such things as transporting of prisoners and be equipped with special equipment such as radio equipment, crime scene investigation equipment, and special tactical equipment. Chief Cooper also reminded the Council that Delta City would pay only half the cost of the van because Intermountain Power Agency has agreed to participate in the purchase of the van. The van could be used for special crime scene investigation, for traffic control, or as a communications center for any civil defense operation. Chief Cooper then recommended the Council approve the van as a budgeted item.

Council Member Kjell Jenkins questioned the total amount that can be approved in the budget by the department head or manager without first getting Council approval for the item to be purchased. Mr. Jim Allan explained to the Council that all major items will be brought to the Council for approval prior to the purchase of that particular item.

City Manager Allan next reviewed the water utility budget with the Council. He explained the expenditures were \$62,961 for personnel services, \$168,694 for contractual services, \$34,465 for commodities, and capital outlay of \$32,758, for a total expenditure of \$298,878.

The projected revenues for water sales were \$150,000. The revenue projections were broken as follows: connection fees, \$30,000; Hydrant rental, \$850; Interest earnings, \$27,000; IPA impact alleviation fees, \$4,000; Sundry revenues, \$2,000; and Meter deposits, \$2,500. The total of the revenues was \$227,350, leaving a shortfall of \$71,528. Mr. Allan said this shortfall would require a rate increase. Based on an analysis of the water fee structure, the Water Department recommended increases of \$4.50 for the first 8,000 on certain metered dwellings, an increase of \$2.00 for the first 8,000 gallons on all other users and an overage rate of \$.35 per 1,000 gallons. This would then balance the budget and bring projected revenues to \$298,878.

The next item discussed was the sewer utility fund budget, with personnel services expenditures of \$62,356; contractual services, \$46,105; commodities, \$22,835; capital outlay, \$51,999; for a total expenditure of \$187,793. The total projected revenues were: user fees, \$86,693; connection fees, \$40,000; interest income, \$10,000; sundry charges \$100. The total of the revenues is \$136,793, for a revenue shortfall of \$51,000. The recommended adjustment was a rate increase of \$2.50 per month for all users, which would generate an additional \$51,000, thus making the total revenues \$187,793.

The next item discussed was the special funding from federal revenue sharing. The recommended expenditures are the police department police vehicle and equipment, \$15,000; city recorder's department word processor,

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\$5,500; a street department utility truck with equipment, \$14,900; street broom, \$8,500; vibrator roller and compactor, \$7,500; street sander, \$7,600; public works maintenance shop improvements, \$9,500; for total expenditures of \$68,500. The federal revenue sharing fund estimated receipts would be \$68,500.

Proposed capital projects include: Capital Project Number 1, sanitary sewer improvement project, schedule 1, to construct additional sewer lagoons for \$590,000; schedule 2, providing for improvements to existing lagoons, \$54,000; schedule 3, providing for refitting lift station "A", \$23,200; schedule 4, providing for backup pumps for existing lift stations, \$68,000; for a total expenditure of \$748,200. The revenues are from Intermountain Power Agency, \$499,050, and the community impact board, \$249,150, or a total of \$748,200, which balances budget for the capital project number 1.

Capital project number 2, water storage tank project, includes elevated tank recoating, \$20,000; Ground storage tank recoating, \$26,00; Well building, \$36,000; Engineering, \$4,000; for a total expenditure of \$86,000. The revenue source is a Water Resource Board Loan for \$43,000 and a Community Impact Board grant of \$43,000, for a total revenue of \$86,000.

Capital project number 3, street and drainage project, includes expenditures for drainage, \$423,000; Street construction, \$877,000; for a total of \$1.3 million. The revenue sources are Community Impact Board of \$1,300,000.

After discussion of the proposed, tentative 1984-85 budget, Attorney Peterson presented each Council Member with a copy of proposed Resolution No. 84-107, adopting a final budget for the City of Delta for the fiscal year of 1984-85, after which Council Member Don Dafoe MOVED to adopt the Resolution entitled:

A RESOLUTION ADOPTING A FINAL BUDGET FOR THE CITY OF
DELTA, UTAH FOR THE FISCAL YEAR BEGINNING JULY 1, 1984

Council Member Ruth Hansen SECONDED the motion. Mayor Nielson asked if there was any further discussion or questions regarding the budget. There being none, he called for a roll vote. Voting was as follows:

Council Member Kjell Jenkins	Yes
Council Member Neil Dutson	Yes
Council Member Ruth Hansen	Yes
Council Member Don Dafoe	Yes
Council Member Craig Greathouse	Yes

Following the voting on the motion, Mayor Nielson signed the resolution. It was attested by City Recorder Dorothy Jeffery.

City Recorder Dorothy Jeffery asked if there were any questions regarding the current accounts payable, a list of which had been delivered to the City Council members along with the notice and agenda for this Council Meeting.

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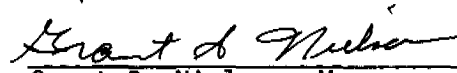
There was discussion of some of the accounts payable, after which Council Member Craig Greathouse MOVED to approve the accounts payable as listed. The motion was SECONDED by Council Member Neil Dutson. The motion carried unanimously.

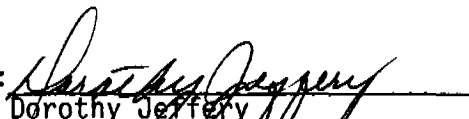
The next two items on the agenda, "Discussion of animal control contract and discussion of proposed contract for solid waste," were to be presented by Mr. Dennis Westwood. Mayor Nielson explained that Mr. Westwood was unable to attend the meeting and the items would be placed on an agenda at a later date.

UTAH POWER AND LIGHT REQUEST FOR EASEMENT AT AIRPORT

City Attorney Peterson explained that Utah Power and Light had requested easement to run power lines over a portion of the City Airport to the pump station for the new golf course. Attorney Peterson explained he had not had a chance to review the documents and until such time as he has reviewed them, he would request that the Council take no action. Council Member Neil Dutson MOVED to table the request by Utah Power and Light for an easement to run power lines to the new golf course, to allow time for review of the documents prior to Council action. The motion was SECONDED by Council Member Ruth Hansen and carried unanimously.

Mayor Nielson then asked if there were any other items to be discussed. There being none, Council Member Neil Dutson MOVED to adjourn the meeting. The motion was SECONDED by Council Member Craig Greathouse and carried unanimously. The meeting adjourned at 9:45 p.m.


Grant S. Nielson, Mayor

Attest: 
Dorothy Jeffery
Delta City Recorder

REGULAR CITY COUNCIL MEETING

JULY 9, 1984

PRESENT

Grant S. Nielson
Craig Greathouse
Ruth Hansen
Don Dafoe
Kjell Jenkins
Neil Dutson

Mayor
Council Member
Council Member
Council Member
Council Member
Council Member